COLLECTION TEAM: TERRY CARLSON
SUSAN REINHARDT

SHOOK, HARDY & BACON

MEMORANDUM

PRIVILEGED AND CONFIDENTIAL
ATTORNEY/CLIENT COMMUNICATION

TO: SUSAN BLOHM (12) DATE: 1/19/96

FROM: Terrence N. Carlson
Sandra K. Hayden SKH

You are scheduled for a document collection interview at 1:30 pm on MONDAY 1/22/96. To assist us in the collection of documents, we have drafted the attached scope statement, which identifies the types of documents that have been requested in recent litigation and attempts to identify documents that are likely to be requested in future litigation.

Although the interviewers will review this scope statement with you during the interview, we thought it would be helpful to provide you with the scope statement in advance so that you can read through it before the interview to determine whether you have any documents, including electronic files, that are within its scope. The scope statement is to be broadly construed.

Thank you very much for your cooperation. If you have any questions, please give us a call at extension 5054.

cc: Gregory G. Little
Jean M. Mahon
John J. Mulderig
Virginia M. Murphy

Attachment

- 6 days to scan.
- Confidential coding
- Overheads w/ notes
- electronic → not duplicate

Thursday morning

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Source: https://www.industrydocuments.ucsf.edu/docs/snfh0005